

OFFICE OF TRAINING BULLETIN

SPECIAL BULLETIN
Number 23-62



26 April 1962

TO : Agency Training Officers

TUTORS NEEDED FOR PORTUGUESE

The Language and Area School, OTR urgently needs tutors in Portuguese. Agency employees are requested to submit names of their dependents who have native or high competency in speaking Portuguese and are willing to give part-time, tutorial instruction.

Dependents who have the required language competence but who have no teaching experience will be given briefings on the basic techniques of tutoring. They will instruct either in their homes, in offices in the LAS area in Arlington Towers, or the R&S Building. There is an established hourly fee for the work. Each tutor will enter into a contract based on that fee.

The tutorial program has been in existence for two years. Although the immediate demand is for tutors in Portuguese, LAS is still interested in obtaining names of staff personnel and their dependents who have a high degree of proficiency in other foreign languages and who are interested in giving part-time language instruction. Names of prospective tutors should be forwarded to [REDACTED] 2206 25X1A Arlington Towers (extension 2873).

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